

**ARIZONA STATE BOARD OF NURSING (ASBN)
APPLICATION INSTRUCTIONS FOR
NURSE PRACTITIONER / CLINICAL NURSE SPECIALIST/
NURSE MIDWIFE CERTIFICATION / PRESCRIBING AND DISPENSING PRIVILEGES**

If you are from another state and do not hold a current RN license in Arizona or another compact state, you must complete the RN Endorsement application at the same time you apply for Nurse Practitioner/Certified Nurse Midwife/Clinical Nurse Specialist/Prescribing and Dispensing Privileges.

REQUIREMENTS

NURSE PRACTITIONER (Includes Nurse Midwives)

Registered Nurses seeking certification as a NP shall meet the following requirements:

1. Current Arizona registered nurse licensure in good standing **OR** current multistate registered nurse licensure in good standing in another compact party state. You must submit an application for RN licensure at the same time you submit an application for Advanced Practice certification if you do not hold a RN license in Arizona or another compact state. Go to www.ncsbn.org for a current list of compact states.
2. Completion of a registered nurse practitioner program in the specialty area for which you are applying that was:
 - a. Part of a graduate degree or post masters program at a regionally or nationally accredited institution , or
 - b. Board approved, or
 - c. A RNP program offered by or affiliated with a college or university accredited by a regional or national accrediting agency which was at least 9 months or 2 full-time semesters in duration and included theory and clinical, or
 - d. Not provided by an accredited college or university but is located in the United States or Territories and is at least 9 months in length or equivalent to 2 semesters full-time study, or contained didactic and at least 500 hours of clinical instruction, and contained theory and clinical experiences sufficient to prepare the graduate to practice in the specialty area and was a RNP program recognized by the jurisdiction where it was located.

The Board must receive **official sealed transcripts** and an **official letter** directly from the institution where course(s) were completed that states you completed a NP program and the specialty.

3. Graduate degree in nursing. The Board must receive **official sealed transcripts** posting the Graduate Degree and date of graduation directly from the educational institution.
 - An applicant without a graduate degree in nursing that show proof of certification in Arizona or another state prior to January 1, 2001, are exempt from the graduate degree requirement if their certification is current or was current 6 months before the date of this application. **Official verification** of certification, by category and specialty along with issue and expiration dates from another jurisdiction, must be provided to the board directly from another jurisdiction.
 - Applicants with a graduate degree in a health related field other than nursing must show proof of certification or licensure as a Registered Nurse Practitioner in Arizona or another state before November 13, 2005 in the category and specialty area for which they are applying.
4. National certification from a national certifying body recognized by the Board. **Official verification** of certification, including the issue and expiration dates, must be provided directly to the board by the credentialing agency.
 - Nurse practitioner applicants without national certification that show proof of current nurse practitioner certification in another state prior to July 1, 2004, are exempt from the national certification requirement. **Official verification** of certification, by category and specialty along with the issue and expiration dates from another jurisdiction, must be provided to the board directly from another jurisdiction.
 - Nurse Midwife applicants must hold current national certification. **Official verification** of certification, including the issue and expiration dates, must be provided directly to the board by the credentialing agency.
5. Meets practice requirements: Completed advanced practice nursing education program within past 5 years or practiced as an APRN in your **category & specialty area** within the past 5 years, have current national certification in your **category & specialty**, or completed the required education and precepted practice as specified in the Nurse Practice Act R4-19-506 (C) (2). The NPA can be viewed on our website at www.azbn.gov Look under RESOURCE tab for NURSE PRACTICE ACT – RULES-ARTICLE 5.

Attention Nurse Practitioners: In order to obtain Prescribing & Dispensing privileges with your NP or CNM, page 6 for pharmacology and/or clinical management of drug therapy in the application ***MUST be completed.*** You may **not** prescribe or dispense medications until you receive official notification that prescribing and dispensing authority has been granted. An additional fee for Prescribing & Dispensing is required (see fees on checklist)

CLINICAL NURSE SPECIALIST

Professional nurses seeking certification as a CNS shall meet the following requirements:

1. Current Arizona RN licensure in good standing **OR** current RN licensure in good standing in another compact party state.
2. Graduate Degree with a major in nursing.
3. Completion of a CNS program in the specialty area for which you are applying that prepared you to practice as a CNS as part of a graduate degree or post masters program. The Board must receive **official sealed transcripts** and an **official letter** directly from the institution where course(s) were completed.
4. Current certification as a Clinical Nurse Specialist by a national nursing credentialing agency in the specialty area of nursing practice for which you are applying. If you are a Maternal Child CNS, visit www.azbn.gov to see waiver of national certification NPA R4-19-505 (7)

Meets practice requirements: Complete advanced practice nursing education program within past 5 years or practiced as an APRN in your **category and specialty area** within the past 5 years, have current national certification in your **category & specialty**, or complete the required course work of preceptor practice as specified in the Nurse Practice Act R4-19-506. . The NPA Can be viewed on our website at www.azbn.gov Look under RESOURCE tab for NURSE PRACTICE ACT – RULES.

CITIZENSHIP/NATIONALITY/ALIEN STATUS DOCUMENTATION REQUIRED: Federal law, 8 U.S.C. § 1641, and a state law, A.R.S. § 1-501, require documentation of citizenship/nationality/alien status for licensure. If the documentation does not demonstrate that the applicant is a United States citizen, national, or has alien status, the applicant will not be eligible for licensure in Arizona. All applicants must submit documentation regarding their citizenship/nationality/alien status with their application. See attached list A & B for specific documentation required. A copy of the documentation you submit must be on 8 ½ x 11 paper.

TEMPORARY AP CERTIFICATE -- NOTE: Temporary certification does not include prescribing and dispensing authority for Exam applicants. Temporary certification may include prescribing & dispensing authority for Endorsement applicants who meet educational requirements.

Temporary AP Certificate is available for:

1. **Endorsement** applicants who have met all of the above requirements and have been issued a temporary Arizona RN license or hold a current professional license in good standing in another compact party state.
2. **New graduate** AP applicants who have met all of the above requirements and are awaiting national certification. They must:
 - Request certifying agency to send verification that you have applied for and are eligible to take or have taken an advanced practice certifying examination in their category or specialty area of practice. Verification must come directly from the certifying agency, directly to ASBN.
 - Provide written authorization to the certifying body to release the certifying examination results to the Board (see temporary certification application).

A form to request a temporary certificate is included with the instructions. In addition to the completed application and requirements **as stated above** for permanent certification, please note the following:

- Must submit the required fee.
- Applicants are **ineligible** for a temporary certificate if they answer “yes” to the application questions of the application. Issuance of a permanent certificate will also be delayed.
- A temporary advanced practice certificate will not be issued until official transcripts, and official letter from your school and verification of eligibility to test for national certification from the testing agency are received by ASBN. The temporary certificate will be mailed to the address on your application. A temporary certificate can be held at the Board office for you to pick up, if you submit a written request with your application.
- The temporary certificate expires in 6 months from date of issue or automatically upon failure of the national certifying exam. (Temporary certificates may be renewed for good cause at the direction of the Executive Director. Temporary certificates will not be renewed due to failure of national certifying exam.)
- If you do receive a temporary certificate and have not received a permanent certificate at least 10 days before the temporary certificate is due to expire, call **Cristina Oates, Licensing Tech at (602) 889-5205** to request an extension.

EXPIRATION OF NP / CNS / NURSE MIDWIFE CERTIFICATION: Certificates issued after July 1, 2004, expire when the RN license expires. Evidence of current national certification or recertification must be submitted when you renew your RN License.

PRESCRIBING AND DISPENSING AUTHORITY:

Nurse Practitioners & Certified Nurse Midwives seeking prescribing and dispensing privileges shall submit page 6 of the application containing written evidence of 45 contact hours of education in pharmacology or clinical management of drug therapy.

- Nurse Practitioners or Certified Nurse Midwives must hold current licensure as an RN in Arizona or a compact license with multi state privilege **OR**
- Be certified by the Board of Nursing within one of the specialty area(s) identified in the rules of the Board of Nursing at R4-19-501.

DEA REGISTRATION NUMBER

- If you are going to prescribe and/or dispense controlled substances, you will need to apply to the Drug Enforcement Administration for a DEA number.
 - a. A DEA number cannot be obtained until you have received prescribing and/or dispensing authority from the Board.
 - b. You must contact the DEA at 3010 N. Second Street, Suite 301, Phoenix, AZ 85012, (602)664-5831 to obtain an application.
 - c. When the DEA number has been obtained you must notify the Board of your number by **sending a copy** of the **Registration Number**.

FEES – ALL PERSONAL CHECKS MUST BE PRE-PRINTED WITH YOUR NAME AND ADDRESS – NO EXCEPTIONS

- The application fee is \$150 for each Nurse Practitioner specialty and \$150 for each Clinical Nurse Specialist specialty.
- Prescribing & Dispensing Authority fee is \$150 (this is in addition to the fees associated with NP & CNS fees AND is included in this application)
- Fingerprinting fee is \$50 for all applicants who have not submitted a fingerprint card to the Board within the past 2 years and for nurses planning to maintain RN licensure in another compact state.
- Optional Temporary Certificate fee is \$35.00.
- Fees may be paid by money order, cashiers check, or personal check and made payable to the Arizona State Board of Nursing. (All personal checks must be pre-printed with your name & address)
- All fees submitted must be US dollars and **are not refundable**.
- Personal checks drawn on banks out of the Continental US are not considered US Dollars and will not be accepted.
- A \$50.00 fee will be charged for checks returned because of insufficient funds.

TIME FRAMES FOR CERTIFICATION: The Board is required to process applications for certification within certain time periods, A.R.S. § 41-1073. The following definitions are provided to assist you in understanding the time frames below:

- Administrative completeness time frame: The number of days from receipt of an application until the Board determines that the application is complete.
- Substantive review time frame: The number of days following the administrative completeness time frame during which the Board determines whether the applicant **should** be licensed.
- Deficiency notice: Correspondence from the Board notifying the applicant that the application is incomplete and that information is missing.
Time to respond: The table below specifies the number of days an applicant has to respond to a deficiency notice.
- Comprehensive written request: A request by the Board to the applicant during the substantive review time frame for additional information or documentation.
Time to respond: The table below specifies the number of days an applicant has to respond to a comprehensive written request.
- Overall time period: The total number of days from the Board's receipt of an application until the Board determines whether to grant certification. This time period includes the administrative completeness time frame, the substantive review time frame, as well as time to respond to a deficiency notice and comprehensive written request.

CERTIFICATION TIME FRAMES TABLE

Type of Certification	Applicable Rule	Overall Time	Administrative Completeness	Deficiency Notice (time for applicant to respond)	Substantive Review	Comprehensive Written Request (time to respond)
WITHOUT INVESTIGATION RNP and CNS Certification	R4-19-102	150 days	30 days	270 days	120 days	150 days
WITH INVESTIGATION RNP and CNS Certification	R4-19-102	270 days	30 days	270 days	240 days	150 days

Please NOTE: When you submit an application, the Board may send you a deficiency notice. For more information regarding the time frames for certification, consult A.A.C. R4-19-102. For assistance with the application process for certification, contact Cristina Oates at (602) 889-5205. If you fail to respond to a deficiency notice or comprehensive written request within the applicable time periods, your application will be withdrawn. If you are still interested in obtaining certification, you must submit a new application and applicable fees.

FINGERPRINTING

- Pursuant to A.R.S. § 32-1606(B) (15) and R4-19-505 (2) (k) each applicant for initial certification is required to submit a full set of fingerprints with the completed application if you have not submitted fingerprints to AZBN within the past 2 years. (Fee is \$50)
- If you download an application off the website (www.azbn.gov) and submit the completed application to Arizona State Board of Nursing, a fingerprint card will be mailed to you to complete when we receive your application. The fingerprint card you receive from AZBN **must** be the card you use for fingerprints, since it has specific agency data pre-printed on it.
- A temporary certificate will **not** be issued until a completed application **AND** a completed fingerprint card is received.
- Please check your local phone directory for information on fingerprinting agencies.
- It can take 2-3 weeks to receive fingerprint results from the FBI. You cannot receive permanent certification until these results are received.

ADVANCE PRACTICE APPLICANTS WHO HOLD RN LICENSE IN A COMPACT STATE

A.R.S. §32-1668, Article III, D. states that a multistate licensure privilege to practice registered nursing granted by a party state shall be recognized by other party states as a license to practice registered nursing if one is required by state law as a precondition for qualifying for advance practice registered nurse authorization.

ADDRESS

The **home/primary state of residence** address must be completed. This address must reflect where you vote, pay taxes or obtain a drivers license. The **mailing** address is optional. A.R.S. § 32-3801 states that a professional's residential address and phone number maintained by a professional board are not available to the public unless that is the only address and number of record. If you give a mailing address, your renewal notice, Newsletter, etc., would be sent to your mailing address

FELONY CONVICTIONS

Pursuant to A.R.S. § 32-1606(B) (17), the Board shall revoke a nursing license or multistate privileges or deny licensure if the applicant has one or more felony convictions that have not previously been disclosed to the Board and has not received an absolute discharge from the sentences for all felony convictions five or more years prior to the date of filing an application. If this law pertains to you, your application will not be processed, and proceedings for revocation of your Arizona license or multistate privileges in Arizona or denial of your application shall be instituted by the Board.

REPORTING OF CRIMINAL CHARGES

Applicants for licensure/certification must notify the Board of criminal charges that may affect patient safety within 10 days of being charged. Further information is available at www.azbn.gov.

REQUIREMENTS FOR NURSE PRACTITIONER / CLINICAL NURSE SPECIALIST / NURSE MIDWIFE APPLICANTS WHOSE ADVANCED PRACTICE EDUCATION WAS IN A FOREIGN COUNTRY (INCLUDING CANADA)

FOR A NURSE PRACTITIONER / CLINICAL NURSE SPECIALIST / NURSE MIDWIFE TO OBTAIN CERTIFICATION, YOU MUST VALIDATE YOUR EDUCATIONAL PROGRAM WITH ONE OF THE FOLLOWING OPTIONS.

NOTE: YOU WILL NOT BE ELIGIBLE TO BE CERTIFIED UNTIL ARIZONA STATE BOARD OF NURSING HAS RECEIVED DOCUMENTATION VALIDATING YOUR EDUCATION IS COMPARABLE TO REQUIREMENTS FOR U.S. GRADUATES.

It is to your advantage not to apply to Arizona State Board of Nursing for certification until you have completed the validation of education requirements process or received a copy of the evaluation report. Because these processes are lengthy, the timeframe for your application may expire before the information is received.

A. Validation of Educational Requirements

- Request an application from Commission on Graduates of Foreign Nursing Schools (CGFNS) to obtain **one** of the following:
 1. The Health Care Professionals Course by Course Report
 2. The full Education Course by Course Report

If you have requested a CES report (i.e. option 1 or 2), CGFNS will send you a copy of the report when a copy is sent to AZBN.

OR

- Request an application from International Education Research Foundation (IERF) to complete an education equivalency report. IERF will send you a copy of the report when a copy is sent to ASBN.

**Commission on Graduates of Foreign Nursing
Schools**
3600 Market Street, Suite 400
Philadelphia, PA 19104-2651
Phone: 215-349-8767
Website: www.cgfns.org

International Education Research Foundation
PO Box 3665
Culver City, CA 90231
Phone: 310-258-9451
Fax: 310-342-7086
E-mail: information@ierf.org
Website: www.ierf.org

OR

- Request (or download) an application from Educational Records Evaluation Services (ERES) to complete an Education Evaluation for Nursing Licensure. ERES will send you a copy of the report when a copy is sent to AZBN.

Educational Records Evaluation Services
601 University Avenue, Suite 127
Sacramento, CA 95025-6738
Phone: 916-921-0791
Toll free: 866-411-ERES
Fax: 916-921-0793
E-mail: edu@eres.com
Website: www.eres.com

**HELPFUL HINTS ON PRESCRIBING AND DISPENSING AUTHORITY
FOR NURSE PRACTITIONERS/CERTIFIED NURSE MIDWIVES**

Only Nurse Practitioners/Certified Nurse Midwives who have been certified by the Arizona State Board of Nursing, and meet the other established criteria in R4-19-511 can be granted prescribing/dispensing authority.

The following information is about ***PRESCRIBING & DISPENSING***.

1. A DEA number (license) is necessary only if you are going to prescribe controlled substances. To obtain this license, the nurse practitioner must apply to the DEA and pay the required fee. Once this license has been obtained, it must be renewed with the DEA. Controlled substances, Class 2, 3, 4, & 5 can be prescribed. Class 2 cannot be refilled. Class 3 and 4 can be refilled for a maximum of 5 refills in six months. Class 5 can be refilled up to a year.
2. Arizona's prescriptive authority can only be used in Arizona. It cannot be transferred to another state. Prescriptive laws for nurse practitioners vary from state to state.
3. P&D authority is contingent upon AP certificate renewal.
4. Individuals with prescribing and dispensing authority must comply with R4-19-511, R4-19-512, and R4-19-513.

SCHOOL LETTERHEAD

This is a sample letter. Must be on school letterhead
& must be sent directly to Arizona State Board of
Nursing

DATE

Arizona State Board of Nursing
Attention: AP Licensing Tech
4747 N 7th St, #200
Phoenix, AZ 85014-3655

To Whom It May Concern:

_____ has completed the course work, including the required number
Name of Student
of clinical hours, as a _____ nurse practitioner and received the
Specialty
_____ degree with a major in _____
Type of degree
on _____. The length of the program was _____.
Date

ARIZONA STATEMENT OF CITIZENSHIP & ALIEN STATUS

All applicants must answer questions on the application regarding citizenship. A xeroxed copy of a document that shows evidence of your citizenship or alien status **MUST BE** submitted with your application for licensure or renewal. See List A or List B.

NOTE: SOCIAL SECURITY CARD AND DRIVERS LICENSE ARE NOT ACCEPTABLE DOCUMENTATION.

LIST A

Evidence showing U.S. citizen or U.S. national status includes the following:

a. Primary Evidence:

- (1) A birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction);
- (2) United States passport; current or expired;
- (3) Report of birth abroad of a U.S. citizen (FS-240) (issued by the Department of State to U.S. citizens);
- (4) Certificate of Birth (FS-545) (issued by a foreign service post) or Certification of Report of Birth (DS-1350), copies of which are available from the Department of State;
- (5) Form N-550 or N-570, Certificate of Naturalization (issued by the Service through a Federal or State court, or through administrative naturalization after December 1990 to individuals who are individually naturalized; the N-570 is a replacement certificate issued when the N-550 has been lost or mutilated or the individual's name has changed);
- (6) Form N-561, Certificate of Citizenship;
Form N-650AA, Certificate of Citizenship, acquired citizenship at birth;
Form N-650AB, Certificate of Citizenship, derived citizenship upon naturalization of parent(s).
- (7) Form I-197, United States Citizen Identification Card (issued by the Service until April 7, 1983 to U.S. citizens living near the Canadian or Mexican border who needed it for frequent border crossings) (formerly Form I-179, last issued in February 1974);
- (8) Form I-873 (or prior versions), Northern Marianas Card (issued by the Service to a collectively naturalized U.S. citizen who was born in the Northern Mariana Islands before November 3, 1986);
- (9) Statement provided by a U.S. consular official certifying that the individual is a U.S. citizen (given to an individual born outside the United States who derives citizenship through a parent but does not have a FS-240, FS-545, or DS-1350); or
- (10) Form I-872 (or prior versions), American Indian Card with a classification code "KIC" and a statement on the back identifying the bearer as a U.S. citizen (issued by the Service to U.S. citizen members of the Texas Band of Kickapoos living near the U.S./Mexican border).

b. Secondary Evidence

If the applicant cannot present one of the documents listed in (a) above, the following may be relied upon to establish U.S. citizenship or U.S. national status;

- (1) Religious record recorded in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction) within three 3 months after birth showing that the birth occurred in such jurisdiction and the date of birth or the individual's age at the time the record was made;
- (2) Evidence of civil service employment by the U.S. government before June 1, 1976;
- (3) Early school records (preferably from the first school) showing the date of admission to the school, the applicant's date and U.S. place of birth, and the name(s) and place(s) of birth of the applicant's parent(s);
- (4) Census record showing name, U.S. nationality or a U.S. place of birth, and applicant's date of birth or age;
- (5) Adoption finalization papers showing the applicant's name and place of birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917, American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Marian Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction), or, when the adoption is not finalized and the state or other U.S. jurisdiction listed above will not release a birth certificate prior to final adoption, a statement from a state or jurisdiction approved adoption agency showing the applicant's name and place of birth in one of such jurisdictions, and stating that the source of the information is an original birth certificate;
- (6) Any other document that establishes a U.S. place of birth or otherwise indicates U.S. nationality (e.g., a contemporaneous hospital record of birth in that hospital in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction);

c. Collective Naturalization

If the applicant cannot present one of the documents listed in (a) or (b) above, the following will establish U.S. citizenship for collectively naturalized individuals:

Puerto Rico:

- Evidence of birth in Puerto Rico on or after April 11, 1899 and the applicant's statement that he or she was residing in the U.S., a U.S. possession or Puerto Rico on January 13, 1941; or
- Evidence that the applicant was a Puerto Rican citizen and the applicant's statement that he or she was residing in Puerto Rico on March 1, 1917 and that he or she did not take an oath of allegiance to Spain.

U.S. Virgin Islands:

- Evidence of birth in the U.S. Virgin Islands, and the applicant's statement of residence in the U.S., a U.S. possession or the U.S. Virgin Islands on February 25, 1927;
- The applicant's statement indicating resident in the U.S. Virgin Islands as a Danish citizen on January 17, 1917 and residence in the U.S., a U.S. possession or the U.S. Virgin Islands on February 25, 1927, and that he or she did not make a declaration to maintain Danish citizenship; or
- Evidence of birth in the U.S. Virgin Islands and the applicant's statement indicating residence in the U.S., a U.S. possession or territory or the Canal Zone on June 28, 1932.

Northern Mariana Islands (NMI) (formerly part of the Trust Territory of the Pacific Islands (TTPI)):

- Evidence of birth in the NMI, TTPI citizenship and residence in the NMI, the U.S., or a U.S. territory or possession on November 3, 1986 (NMI local time) and the applicant's statement that he or she did not owe allegiance to a foreign state on November 4, 1986 (NMI local time);
- Evidence of TTPI citizenship, continuous residence in the NMI since before November 3, 1981 (NMI local time), voter registration prior to January 1, 1975 and the applicant's statement that he or she did not owe allegiance to a foreign state on November 4, 1986 (NMI local time); or
- Evidence of continuous domicile in the NMI since before January 1, 1974 and the applicant's statement that he or she did not owe allegiance to a foreign state on November 4, 1986 (NMI local time). Note: If a person entered the NMI as a nonimmigrant and lived in the NMI since January 1, 1974, this does not constitute continuous domicile and the individual is not a U.S. citizen

d. Derivative Citizenship

If the applicant cannot present one of the documents listed in a or b above, the following may be used to make determination of derivative U.S. citizenship:

Applicant born abroad to two U.S. citizen parents: Evidence of the U.S. citizenship of the parents and the relationship of the applicant to the parents, and evidence that at least one parent resided in the U.S. or an outlying possession prior to the applicant's birth.

Applicant born abroad to a U.S. citizen parent and a U.S. non-citizen national parent: Evidence that one parent is a U.S. citizen and that the other is a U.S. non-citizen national, evidence of the relationship of the applicant to the U.S. citizen parent, and evidence that the U.S. citizen parent resided in the U.S., a U.S. possession, American Samoa or Swain's Island for a period of at least one year prior to the applicant's birth.

Applicant born out of wedlock abroad to a U.S. citizen mother: Evidence of the U.S. citizenship of the mother, evidence of the relationship to the applicant and, for births on or before December 24, 1952, evidence that the mother resided in the U.S. prior to the applicant's birth or, for births after December 24, 1952, evidence that the mother had resided, prior to the child's birth, in the U.S. or a U.S. possession for a period of one year.

Applicant born in the Canal Zone or the Republic of Panama:

- A birth certificate showing birth in the Canal Zone on or after February 26, 1904 and before October 1, 1979 and evidence that one parent was a U.S. citizen at the time of the applicant's birth; or
- A birth certificate showing birth in the Republic of Panama on or after February 26, 1904 and before October 1, 1979 and evidence that at least one parent was a U.S. citizen and employed by the U.S. government or the Panama Railroad Company or its successor in title.

In all other situations in which an applicant claims to have a U.S. citizen parent and an alien parent, or claims to fall within one of the above categories, but is unable to present the listed documentation:

- If the applicant is in the U.S., the applicant should contact the local U.S. Citizenship and Immigration Service office for determination of U.S. citizenship;
- If the applicant is outside the U.S., the applicant should contact the State Department for a U.S. citizenship determination.

e. Adoption of Foreign-Born Child by U.S. Citizen

- If the birth certificate shows a foreign place of birth and the applicant cannot be determined to be a naturalized citizen under any of the above criteria, obtain other evidence of U.S. citizenship;
- Because foreign-born adopted children do not automatically acquire U.S. citizenship by virtue of adoption by U.S. citizens, the applicant should contact the local U.S. Citizenship and Immigration Service office for a determination of U.S. citizenship, if the applicant provides no evidence of U.S. citizenship.

f. U.S. Citizenship By Marriage

A woman acquired U.S. citizenship through marriage to a U.S. citizen before September 22, 1922. Provide evidence of U.S. citizenship of the husband, and evidence showing the marriage occurred before September 22, 1922.

Note: If the husband was an alien at the time of the marriage, and became naturalized before September 22, 1922, the wife also acquired naturalized citizenship. If the marriage terminated, the wife maintained her U.S. citizenship if she was residing in the U.S. at that time and continued to reside in the U.S.

LIST B

Qualified Aliens, Nonimmigrant, and aliens paroled into U.S. for less than one year.

a. “Qualified Aliens”

Evidence of “Qualified Alien” status includes the following:

Alien Lawfully admitted for Permanent Residence

- *Form I-551 (Alien Registration Receipt Card, commonly known as a “green card”); or
- Unexpired Temporary I-551 stamp in foreign passport or on *I Form I-94.

Asylee

- *Form I-94 annotated with stamp showing grant of asylum under section 208 of the INA;
- *Form I-688B (Employment Authorization Card) annotated “274a.12 (a) (5)”;
- *Form I-766 (Employment Authorization Document) annotated “A5”;
- Grant letter from the Asylum Office of the U.S. Citizenship and Immigration Service; or
- Order of an immigration judge granting asylum.

Refugee

- *Form I-94 annotated with stamp showing admission under § 207 of the INA;
- *Form I-688B (Employment Authorization Card) annotated “274a.12 (a) (3)”;
- *Form I-766 (Employment Authorization Document) annotated “A5”;

Alien Paroled Into the U.S. for at Least One Year

- *Form I-94 with stamp showing admission for at least one year under section 212(d) (5) of the INA. (Applicant cannot aggregate periods of admission for less than one year to meet the one-year requirement.

Alien Whose Deportation or Removal was withheld

- *Form I-688B (Employment Authorization Card) annotated “274a.12 (a) (10)”;
- *Form I-766 (Employment Authorization Document) annotated “A10”;
- Order from an immigration judge showing deportation withheld under §243(h) of the INA as in effect prior to April 1, 1997, or removal withheld under §241 (b) (3) of the INA.

Alien Granted Conditional Entry

- *Form I-94 with stamp showing admission under §203 (a) (7) of the INA;
- *Form I-688B (Employment Authorization Card) annotated “274a.12 (a) (3)”;
- *Form I-766 (Employment Authorization Document) annotated “A3”.

Cuban/Haitian Entrant

- *Form I-551 (Alien Registration Receipt Card, commonly known as a “green Card”) with the code CU6, CU7, or CH6.
- Unexpired temporary I-551 stamp in foreign passport or on *Form I-94 with the Code CU6 or CU7; or
- *Form I-94 with stamp showing parole as “Cuba/Haitian Entrant” under Section 212 (d) (5) of the INA.

Alien who has been Declared a Battered Alien or Alien Subjected to Extreme Cruelty

- U.S. Citizenship and Immigration Service petition and supporting documentation

b. Nonimmigrant

Evidence of “Nonimmigrant” status includes the following:

- *Form I-94 with stamp showing authorized admission as nonimmigrant

All nonimmigrants are not authorized employment.

c. Alien Paroled into U.S. for less than One year

- *Form I-94 with stamp showing admission for less than one year under section 212 (d) (5) of the INA

RNs/LPNs/APs SAVE YOURSELF TIME AND FRUSTRATION...

Check these areas **before** returning your application.

ALL BLANKS MUST BE COMPLETED, EXCEPT THOSE MARKED OPTIONAL

GENERAL FOR ALL

- ☐ Your application is in black ink
- ☐ Primary Residence – i.e., this is the address where you vote, or pay federal taxes, or obtain a driver's license
- ☐ You enclosed a check (pre-printed with your name and address) or money order for the **correct** fees made out to Arizona State Board of Nursing
- ☐ You answered ALL QUESTIONS, signed application and dated it
- ☐ **Initial Applicants** (i.e., exam, endorsement): A fingerprint card will be mailed to you after we receive your application
- ☐ Citizenship/Nationality/Alien Status documentation is attached to your application.
- ☐ **Read the instructions for more details on these reminders. Thank you!**

EXAMINATION APPLICANTS

- ☐ **Examination fee \$300 – add \$50** fingerprint fee. If you have submitted fingerprints within the past 2 years, you do not need to resubmit another set of fingerprints.

ENDORSEMENT APPLICANTS

- ☐ **Endorsement fee \$150 – add \$50** fingerprint fee (If requesting a temporary license, **add \$50** for license fee)
- ☐ **Endorsement Applicants:** If you are requesting temporary license, you enclosed a photocopy of current license which shows an expiration date.
- ☐ If a graduate of a foreign nursing program, have submitted a copy of a letter from CGFNS/IERF/ERES with ID number.
- ☐ Verification from original (first) state of licensure has been requested & sent to Arizona State Board of Nursing

ADVANCED PRACTICE/SCHOOL NURSE APPLICANTS

- | | | |
|--|---|---|
| <input type="checkbox"/> Nurse Practitioner fee \$150 for each specialty listed on the application - need to add \$50 fingerprint fee if no fingerprint card was submitted to the Board in the past 2 years. | <input type="checkbox"/> Prescribing & Dispensing Authority fee \$150 for initial application - need to add \$50 fingerprint fee if no fingerprint card was submitted to the Board in the past 2 years. | <input type="checkbox"/> Clinical Nurse Specialist fee \$150 for each specialty listed on application - need to add \$50 fingerprint fee if no fingerprint card was submitted to the Board in the past 2 years. |
| <input type="checkbox"/> CRNA Prescribing fee \$150 for initial application - need to add \$50 fingerprint fee if no fingerprint card was submitted to the Board in the past 2 years. | <input type="checkbox"/> School Nurse Initial fee \$75 certification fee - need to add \$50 fingerprint fee if no fingerprint card was submitted to the Board in the past 2 years. | <input type="checkbox"/> School Nurse Renewal fee \$25 certification fee |

ABBREVIATIONS OF STATES & TERRITORIES

AL	ALABAMA	IL	ILLINOIS	MT	MONTANA	RI	RHODE ISLAND
AK	ALASKA	IN	INDIANA	NE	NEBRASKA	SC	SO. CAROLINA
AS	AM. SAMOA	IA	IOWA	NV	NEVADA	SD	SO. DAKOTA
AZ	ARIZONA	KS	KANSAS	NH	NEW HAMPSHIRE	TN	TENNESSEE
AR	ARKANSAS	KY	KENTUCKY	NJ	NEW JERSEY	TX	TEXAS
CA	CALIFORNIA	LA	LOUISIANA	NM	NEW MEXICO	UT	UTAH
CO	COLORADO	ME	MAINE	NY	NEW YORK	VT	VERMONT
CT	CONNECTICUT	MD	MARYLAND	NC	NO. CAROLINA	VI	VIRGIN ISLANDS
DC	WASHINGTON DC	MA	MASSACHUSETTS	ND	NO. DAKOTA	VA	VIRGINIA
DE	DELAWARE	MI	MICHIGAN	OH	OHIO	WA	WASHINGTON
FL	FLORIDA	MN	MINNESOTA	OK	OKLAHOMA	WV	WEST VIRGINIA
GA	GEORGIA	MO	MISSOURI	OR	OREGON	WI	WISCONSIN
GU	GUAM	MP	NO. MARIANA IS.	PA	PENNSYLVANIA	WY	WYOMING
HI	HAWAII	MS	MISSISSIPPI	PR	PUERTO RICO		
ID	IDAHO						



ARIZONA STATE BOARD OF NURSING

APPLICATION FOR NURSE PRACTITIONER/NURSE MIDWIFE/ PRESCRIBING & DISPENSING PRIVILEGES CLINICAL NURSE SPECIALIST CERTIFICATION

SELECT THE CERTIFICATION(S) YOU ARE APPLYING FOR:

- ☐ Nurse Practitioner
☐ Nurse Midwife
☐ P & D Authority for NP/CNM
☐ Clinical Nurse Specialist
☐ Temporary Certificate

NOTE: * Fingerprint requirement (see instructions)
* Required fee (see instructions)

PLEASE PRINT INFORMATION WITH CAPITAL LETTERS

1. APPLICANT'S NAME

First Name	Middle Name
<input type="text"/>	<input type="text"/>
Last Name	
<input type="text"/>	
Former Last Name(s)	
<input type="text"/>	<input type="text"/>

2. SOCIAL SECURITY NUMBER

 - -

BIRTH DATE (month/day/year)

 / /

Gender

Male ☐ Female ☐

BIRTH CITY

STATE

COUNTRY (ex. USA)

3. HOME ADDRESS/PRIMARY STATE OF RESIDENCE

(where you vote, pay federal taxes, obtain a drivers license)

Street Address Line 1		
<input type="text"/>		
Street Address Line 2	County of Residence	
<input type="text"/>	<input type="text"/>	
City	State	Zip Code
<input type="text"/>	<input type="text"/>	<input type="text"/>

4. MAILING ADDRESS

(If different than Home Address)

Street Address Line 1		
<input type="text"/>		
Street Address Line 2		
<input type="text"/>		
City	State	Zip Code
<input type="text"/>	<input type="text"/>	<input type="text"/>

5. HOME PHONE

() -

CELL PHONE

() -

OFFICE USE ONLY

NURSUS Results Certificate # _____

Neg ☐ Pos ☐ P & D # _____

Initials _____ Issue Date ____ / ____ / ____

NPCA

6. ARIZONA RN LICENSE NUMBER

R N

Applicants with active RN licensure in another compact state who are **NOT** declaring AZ as their PSOR must complete questions #14-19

7. BASIC NURSING PROGRAM ATTENDED

Name

City

State

Zip Code

Degree ☐ Licensed Practical Nurse ☐ RN Diploma ☐ RN Associates Degree ☐ BSN ☐ RN Masters

Date of Graduation
(month/year)

/

8. COLLEGE OR UNIVERSITY FOR HIGHEST DEGREE HELD

(If different than Basic Nursing Program)

Name

City

State

Zip Code

Degree ☐ Licensed Practical Nurse ☐ RN Diploma ☐ RN Associates Degree ☐ BSN ☐ Bachelors Non-Nursing
☐ Masters-Nursing ☐ Masters Non-Nursing ☐ Doctorate ☐ Certification

Date of Graduation
(month/year)

/

9. NURSE PRACTITIONER/NURSE MIDWIFE/CNS PROGRAM ATTENDED

Name

City

State

Zip Code

Date of Graduation
(month/year)

/

Length of Program
(months)

Number of Months
Attended

Degree Awarded

Experience: **Worked as a** ☐ NP ☐ CNS ☐ CNM **Never worked as a** ☐ NP ☐ CNS ☐ CNM

*****Remember, official transcript(s) of the course of study and a letter verifying completion from the educational institution(s) where you took your graduate degree, Advanced Nursing or NP or CNS program must be submitted to the ASBN. Request that the institution send these directly to the ASBN*****

10. CURRENT EMPLOYMENT OR PRACTICE SETTING

Title/Position

Employer's Name

Street Address Line 1

Street Address Line 2

Work Phone

()

-

City

State

Zip Code

Employed From
(month/year)

/

NPCB

11. If you are unemployed or your current employment or practice setting is less than 960hrs in the past 5 yrs, list previous employment

Title/Position

Employer's Name

Street Address Line 1

Street Address Line 2

Work Phone
 () -

City

State

Zip Code

Employed From (month/year) / To /

12. Have you taken and passed the National Certification Examination? ☐ No ☐ Yes If yes, answer the following:

National Organization (that administered the exam)

Specialty Area

Certification Number

Date of Certification (month/year) / Date of Expiration /

Request that your certifying agency send verification of current National Certification
(with beginning & expiration date) directly to the AZ Board of Nursing.

NURSE PRACTITIONERS/NURSE MIDWIVES ONLY Select the specialty area that you are applying for:

- | | | |
|---|---|--|
| <input type="checkbox"/> Acute Care | <input type="checkbox"/> Adult | <input type="checkbox"/> Adult Psych/Mental Health |
| <input type="checkbox"/> Family | <input type="checkbox"/> Family Psych/Mental Health | <input type="checkbox"/> Gerontological |
| <input type="checkbox"/> Neonatal | <input type="checkbox"/> Nurse Midwife | <input type="checkbox"/> Pediatric |
| <input type="checkbox"/> Pediatric Acute Care | <input type="checkbox"/> Woman's Health Care | |

CLINICAL NURSE SPECIALISTS ONLY Select the specialty area that you are applying for:

- | | | |
|---|--|---|
| <input type="checkbox"/> Adult Critical Care | <input type="checkbox"/> Adult Psych/Mental Health | <input type="checkbox"/> Child/Adolescent Psych Mental Health |
| <input type="checkbox"/> Community Health | <input type="checkbox"/> Gerontological | <input type="checkbox"/> Home Health |
| <input type="checkbox"/> Med/Surg or Adult Health | <input type="checkbox"/> Neonatal Critical Care | <input type="checkbox"/> Pediatric |
| <input type="checkbox"/> Pediatric Critical Care | <input type="checkbox"/> Other _____ | |

13. OPTIONAL INFORMATION

E-Mail Address

Marital Status ☐ Never Married ☐ Married ☐ Separated ☐ Divorced ☐ Widowed

Ethnicity ☐ African American ☐ Asian ☐ Caucasian ☐ Hispanic ☐ Indian ☐ Other

A. ☐ I have completed an advance practice nursing education program within the past 5 years.

B. ☐ I have practiced as an APRN in my category and specialty area of AZ Board certification for a minimum of 960 hours within the past 5 years.

C. ☐ I have current national certification in my category and specialty area of AZ Board certification:

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[illegible][illegible]

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 /

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 /

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1. If you marked this option, certification is contingent upon the Board receiving official verification of certification, including initial and expiration dates and category/specialty, which must be provided directly to the Board by the credentialing agency. Online verification directly from the agency is acceptable.

2. Exemptions from National Certifications: If you were issued your initial NP/CNM certification before 7/1/04 in AZ or another jurisdiction **OR** if your CNS certification was granted by waiver, (i.e. your initial CNS application was received between 11/05 and 11/06) **AND** you do not hold national certification, you must meet options A, B, or D.

- NPCD

Prescribing & Dispensing Privileges

20. PRESCRIBING AND DISPENSING - PHARMACOLOGY AND/OR CLINICAL MANAGEMENT OF DRUG THERAPY

NOTE: Only Nurse Practitioners/Certified Nurse Midwives who have been certified by the Arizona State Board of Nursing and hold an active RN license in Arizona or multi state privilege in a compact state and are certified by the Board of Nursing with in one of the specialty areas identified in R4-19-501 can be granted prescribing and dispensing authority. To review the rules relating to P&D, go to www.azbn.gov, click on resources, click on Nurse Practice Act, go to rules and review R4-19-511, R4-19-512, & R4-19-513.

List in chronological order the 45 contact hours of education you have obtained in pharmacology and/or the clinical management of drug therapy. All 45 hours shall be completed within the three year period immediately preceding the application. The required contact hours should be obtained from an accredited conference, classes, mediated or self-study.

If you have 3 semester hours of pharmacology within the three years prior to date of application, it completes the education requirement. This must be posted on **official sealed** transcripts sent directly to ASBN.

Supply a copy of the continuing education certificate received. If the certificate does not state that hours are for Pharmacology and/or the Clinical Management of Drug Therapy, you **must** attach a copy of the program. **Use extra sheets if needed.**

Month <div style="border: 1px solid black; width: 30px; height: 20px; display: inline-block;"></div>	/	Year <div style="border: 1px solid black; width: 60px; height: 20px; display: inline-block;"></div>	Title of Continuing Education in Pharmacology or Clinical Management of Drug Therapy <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Contact Hours <div style="border: 1px solid black; width: 30px; height: 20px; display: inline-block;"></div>		Awarded or Accredited By <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	

Month <div style="border: 1px solid black; width: 30px; height: 20px; display: inline-block;"></div>	/	Year <div style="border: 1px solid black; width: 60px; height: 20px; display: inline-block;"></div>	Title of Continuing Education in Pharmacology or Clinical Management of Drug Therapy <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Contact Hours <div style="border: 1px solid black; width: 30px; height: 20px; display: inline-block;"></div>		Awarded or Accredited By <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	

Month <div style="border: 1px solid black; width: 30px; height: 20px; display: inline-block;"></div>	/	Year <div style="border: 1px solid black; width: 60px; height: 20px; display: inline-block;"></div>	Title of Continuing Education in Pharmacology or Clinical Management of Drug Therapy <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Contact Hours <div style="border: 1px solid black; width: 30px; height: 20px; display: inline-block;"></div>		Awarded or Accredited By <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	

Month <div style="border: 1px solid black; width: 30px; height: 20px; display: inline-block;"></div>	/	Year <div style="border: 1px solid black; width: 60px; height: 20px; display: inline-block;"></div>	Title of Continuing Education in Pharmacology or Clinical Management of Drug Therapy <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Contact Hours <div style="border: 1px solid black; width: 30px; height: 20px; display: inline-block;"></div>		Awarded or Accredited By <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	

Are you applying for a DEA (Drug Enforcement Agency) registration number to prescribe controlled substances?

☐ Yes ☐ No

- a. A DEA number cannot be obtained until you have received prescribing and/or dispensing privileges from the Board.
- b. You must contact the Drug Enforcement Administration at 3010 N. 2nd Street, Suite 301, Phoenix, Arizona 85012, (602) 664-5831, to obtain an application form.
- c. When the DEA number has been obtained you must notify the Board of your number by **sending a copy of the Registration Number.**

NPCF

21. CITIZENSHIP OR NATIONAL DECLARATION

Are you a citizen or national of the United States? ☐ No ☐ Yes

If yes, **submit with your application a legible xeroxed copy of one of the documents from List A**. See the instructions for List A.

Name of document you are submitting _____

Expiration Date, if any (mm/dd/yyyy) ____/____/____

If you are a citizen or national of the United States, go directly to Question 23. If you are not a citizen or national of the United States, complete question 22.

22. ALIEN STATUS DECLARATION

To be completed by applicants who are not citizens or nationals of the United States. Please indicate alien status by checking the appropriate box. Submit a legible xeroxed copy of the front and back of a document from the attached List B with your application.

“Qualified Alien” Status

- ☐ A. An alien lawfully admitted for permanent residence under the Immigration and Nationality Act (INA).
- ☐ B. An alien who is granted asylum under Section 208 of the INA.
- ☐ C. A refugee admitted to the United States under Section 207 of the INA.
- ☐ D. An alien paroled into the United States for at least one year under Section 212(d)(5) of the INA.
- ☐ E. An alien whose deportation is being withheld under section 243(h) of the INA.
- ☐ F. An alien granted conditional entry under Section 203(a) (7) of the INA as in effect prior to April 1, 1980.
- ☐ G. An alien who is a Cuban and Haitian entrant (as defined in section 501(e) of the Refugee Education Assistance Act of 1980).
- ☐ H. An alien who has, or whose child or child’s parent has, been declared a “battered alien” or an alien subjected to extreme cruelty in the United States.

Nonimmigrant Status (8 U.S.C § 1621(a) (2))

- ☐ I. A nonimmigrant under the Immigration and Nationality Act [8 U.S.C § 1101 et seq.] Nonimmigrants are persons who have temporary status for a specific purpose. See 8 U.S.C § 1101(a) (15).

Alien paroled into the United States for less than one year (8 U.S.C § 1621(a) (3))

- ☐ J. An alien paroled into the United States for less than one year under Section 212(d) (5) of the INA.

Other Person (8 U.S.C § 1621 (c) (2) (A) and (C))

- ☐ K. A nonimmigrant whose visa for entry is related to employment in the United States
- ☐ L. A citizen of a freely associated state, if section 141 of the applicable compact of free association approved in Public Law 99-239 or 99-658 (or a successor provision) is in effect [Freely Associated States include the Republic of the Marshall Islands, Republic of Palau and the Federate States of Micronesia, 49 U.S.C § 1901 et seq.];
- ☐ M. A foreign national not physically present in the United States.

Otherwise Lawfully Present (A.R.S. § 1-501)

- ☐ N. A person not described in categories A-M who is otherwise lawfully present in the United States. **PLEASE NOTE: The federal Personal Responsibility and Work Opportunity Reconciliation Act may make persons who fall into this category ineligible for licensure.**

To establish alien status, **submit with your application a legible xeroxed copy of one of the documents from List B**. See the instructions for List B.

Name of document you are submitting _____

Expiration Date, if any (mm/dd/yyyy) ____/____/____

APPLICATION QUESTIONS

23. Are you currently under investigation or is disciplinary action pending against your nursing license, advanced practice certificate or any other license or certification you hold in any state or territory of the United States?

☐ No ☐ Yes

If yes, include a detailed explanation and a copy of the paperwork regarding the current investigation or pending disciplinary action with your application.

Before answering the next question read the following: The fact that a conviction has been pardoned, expunged, dismissed, deferred, reclassified, redesignated or that your civil rights have been restored, does not mean that you answer this question “no”; you would have to answer “yes” and give details on each conviction.

24. Have you ever been convicted, entered a plea of guilty, nolo contendere or no contest, or have you ever been sentenced, served time in jail or prison, or had prosecution deferred or sentence deferred or probation deferred in any felony or undesignated offense?

☐ No ☐ Yes

If yes, provide a written explanation of the details of each conviction and sentence. Return the written explanation, a copy of the police report and court documents for each conviction, indicating type of conviction, conviction date and sentence including the date of absolute discharge of the sentence for each felony conviction with your application.

NOTE: If you answer “yes” to this question, your application will not be processed until you provide proof that it has been more than 5 years since the date of absolute discharge for each felony conviction or provide proof that the conviction was designated a misdemeanor.

25. Are you currently a participant in a state board/designee monitoring program including alternative to discipline, diversion or a peer assistance program?

☐ No ☐ Yes

If yes, provide a **written explanation** including the state, dates, reasons for participation, and a copy of the participation agreement.

26. Have you ever been terminated from an alternative to discipline, diversion, or a peer assistance program due to unsuccessful completion?

☐ No ☐ Yes

If yes, provide a **written explanation** including the state, dates, and reasons for participation and termination.

PLEASE BE ADVISED THAT FAILURE TO PROVIDE THE REQUESTED DOCUMENTS WILL DELAY THE PROCESSING OF YOUR APPLICATION

VERIFICATION BY OATH OR AFFIRMATION OR DECLARATION

The undersigned declares under penalty of perjury under the laws of Arizona, that he/she:

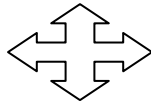
- Is the person referred to in the foregoing application;
- That the statements are true in every respect to the best of his/her knowledge;
- That he/she has not suppressed any information that would affect this application;
- That he/she will conform to ethical standards of conduct in the profession of nursing and obey the laws and rules of the Arizona Board of Nursing;
- That he/she has read and understands that failure to disclose the requested information or disclosure of false information or disclosure of misleading information may constitute fraud and may result in denial of licensure/certification or disciplinary action, up to and including revocation, taken against an issued license or certificate;
- Failure to disclose the requested information or disclosure of false or misleading information may also result in criminal prosecution.

Applicants Signature

Date

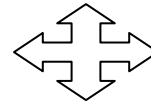
*REMEMBER TO ENCLOSE A COPY OF CITIZENSHIP OR ALIEN STATUS DOCUMENTATION ON 8 ½ BY 11 PAPER WITH THE APPLICATION.

*** TAPE OR ATTACH A COPY OF A CURRENT RN
LICENSE HERE ***



NO STAPLES PLEASE
SCOTCH TAPE ALL SIDES

*** TAPE OR ATTACH A COPY OF A CURRENT AP
CERTIFICATE HERE ***



NO STAPLES PLEASE
SCOTCH TAPE ALL SIDES

Please staple all pages of the application together and return to:

ARIZONA STATE BOARD OF NURSING
4747 N. 7TH STREET, SUITE 200
PHOENIX, AZ 85014-3655
(602) 889-5150
Our Website: www.azbn.gov

NPCG

REQUEST FOR TEMPORARY LICENSE

ARIZONA STATE BOARD OF NURSING
4747 N 7TH STREET, SUITE 200
PHOENIX, AZ 85014-3655
(602) 889-5150 FAX (602) 889-5155

THIS REQUEST MUST EITHER ACCOMPANY AN APPLICATION OR AN APPLICATION
MUST ALREADY BE ON FILE.

**NOTE: The 48 hours option should be utilized only for emergency purpose.
Application and all supporting documents MUST be hand carried to Board Office.**

Name _____
LAST FIRST

Date of Birth: _____ - _____ - _____
MO DAY YEAR

Address _____

Phone # _____

Soc. Sec Number: _____ - _____ - _____
(Mandatory)

Are you applying for? ☐ RN or ☐ LPN ☐ Endorsement or ☐ Examination ☐ Refresher Course

ADVANCED PRACTICE: ☐ Nurse Practitioner ☐ Nurse Midwife ☐ Clinical Nurse Specialist

You are eligible for a temporary license if you meet the following requirements for your application type.

Note: Citizenship documentation is required for all applicants – don't forget to include documents to show your citizenship/nationality/alien status with your application.

ENDORSEMENT APPLICANTS \$50 fee

- Have submitted an application, fingerprint card, and fees for licensure
- Do not have "yes" answers to questions on the last page of the application
- Have included a copy of a current license in good standing in another state
- Passed NCLEX or SBTPE
- No disciplinary action in Databank
- Must have practiced as a nurse for 960 hours or more in the past 5 years, or completed an Arizona Board approved refresher course within the past 5 years or obtained an advanced nursing degree in the past 5 years
- Graduates of foreign nursing program:
 - * CGFNS/IERF/ERES ID#
 - * Practiced 960 hours in setting where English language is official language of the country.
- Educated in the Armed Forces – transcripts required
- Excelsior Graduates – transcripts required

EXAMINATION APPLICANTS \$50 fee

- Have submitted an application, fingerprint card, and fees for licensure
- Do not have "yes" answers to questions on the last page of the application
- Have passed NCLEX
- Have negative fingerprint results from AZ Department of Public Safety

REFRESHER COURSE APPLICANTS \$50 fee

- Have submitted application and fee for licensure
- Have submitted copy of enrollment in an Arizona Board approved refresher course/copy of invoice showing payment to the board.
- Have passed NCLEX / SBTPE
- If a graduate of a foreign nursing program, have submitted a copy of a letter from CGFNS/IERF/ERES with ID number (for endorsement applicants only)

ADVANCED PRACTICE APPLICANTS \$35 fee

1. **Endorsement** applicants who have met all of the requirements for Advanced Practice certification (listed on instructions) have been issued a temporary Arizona RN license and are waiting for permanent Arizona RN licensure.
2. **New graduate** AP applicants who have met all of the requirements for Advanced Practice certification (listed on instructions) and are awaiting national certification, must:
 - Request certifying agency to send verification that you have applied for and are eligible to take or have taken an advanced practice certifying examination in their category or specialty area of practice. Verification must come directly from the certifying agency, directly to AZBN.

ADVANCED PRACTICE NEW GRADUATE APPLICANTS ONLY:

I attest that I have submitted written authorization to the certifying body to release my examination results to Arizona State Board of Nursing.

Advanced Practice New Graduate Applicant

- **Fees are not refundable.**
- A \$50.00 fee will be charged for checks returned because of insufficient funds.
- **All** personal checks must be pre-printed with your name and address; starter checks will not be accepted.
- Out of country personal checks are not considered US Dollars and will not be accepted.
- If all requirements for a permanent license are met before a temporary license is issued, a permanent license will be issued.

Applicant Signature

Date